

**Town of Carlisle Affordable Housing Trust**  
**Minutes**

November 17, 2014

**Present:** Vanessa Moroney, Chair; Nathan Brown; John Gorecki; Carolyn Ing; Peter Scavongelli; and Douglas A.G. Stevenson.

**Guests:** Alan Lehotsky, Chair, Carlisle Housing Authority; Mark Levitan, Carlisle Housing Authority; Karina Coombs; Basu Sakir; Timothy Goddard, Town Administrator; Robert Zielinski, Reporter, *Carlisle Mosquito*; and Elizabeth DeMille Barnett, Housing Coordinator.

1. **Meeting called to Order** at 7:01 p.m. by Vanessa Moroney, Chair
2. **Approval of Minutes.** Nathan Brown made a motion to approve the August 28, 2014 Minutes as amended. John Gorecki seconded the motion. All aye, the motion passed. Mr. Brown made a motion to approve the September 23, 2014 Minutes as amended. Mr. Gorecki seconded the motion. All aye, the motion passed.
3. **Old Business**

**A. Fiscal Year 2015 Community Preservation Grant Agreement Discussion for Approval.**

- a. Ms. Moroney initiated the agenda items with the Community Preservation Grant Agreement item first. Mr. Gorecki reported that since the last meeting he had learned that the two CPC agreements had been previously negotiated as well as been included as part of the Community Preservation Act funding requests at 2014 Town Meeting. He felt that it was not appropriate to propose grant revisions at this time. He also noted that any future CPC community housing funding applications might allow an opportunity for proposed revisions in the accompanying grant agreements.

Peter Scavongelli made a motion to approve Community Preservation Committee Grant 2014-1. Mr. Brown seconded the motion. Four aye, two no, the motion passed. Mr. Scavongelli made a motion to approve Community Preservation Committee Grant Agreement 2014-2. Mr. Brown seconded the motion. Four aye, two no, the motion passed.

- b. **Carlisle Housing Authority Group Homes for the Intellectually-Disabled Request for Proposal (RFP).** Alan Lehotsky, Chair, Carlisle Housing Authority (CHA), reported that in early October, Town Counsel had approved the RFP, which had been developed by the Housing Authority, as ready for release. Following this, at the October 14, 2014 meeting, the CHA voted to authorize for release, the RFP for a group home duplex (with 9 bedrooms) for intellectually-disabled residents.

Mr. Lehotsky then gave a presentation which included a history of the RFP development, including the CAHT lead Town-wide Master Planning process. The presentation additionally included the recorded plot plan for the leased area, the history of collaboration with state agencies, as well as the view from the street with an architect's conceptual photo of what the group homes might look like with screening from the street. The presentation concluded with a funding request from

the CHA to the Affordable Housing Trust for assistance with project development costs, which would be necessary to be authorized by the CAHT prior to the release of the RFP.

The CHA requested a total of \$65,000 from the \$125,000, 2014 Town Meeting CPA (Article 19 motion 3) funding appropriation authorized for 338 Bedford Road group homes development. The CHA funding request breakdown was as follows: \$15,000 toward procurement and permitting costs (\$500), legal (\$10,000), a technical consultant (\$2,000) and environmental permitting costs (\$2,500) (if necessary) and an additional \$50,000 which would be awarded as a grant to the selected developer, toward infrastructure costs (septic system, private well, landscaping, etc.), following the developer's receiving necessary permitting and obtaining private financing.

Discussion followed. Questions were raised about demolishing the existing home on the site. Mr. Lehotsky answered that the CAHT owned the site and the home and was responsible for that. Elizabeth D. Barnett, Housing Coordinator added that it had been proposed by the Building Commissioner, pending all parties agreement, that the Department of Public Works demolish the home. She also noted that Douglas Stevenson had proposed previously that Carlisle Fire Department be allowed to practice "dry training" prior to the demolition.

Mr. Gorecki asked if the Housing Authority planned to come back for additional funding. Mr. Lehotsky said no. Mr. Stevenson noted that demolition costs for the CAHT, particularly if done by the Town, with loam added, reseeding and the septic system filled in, might be in the range of \$15,000 to \$20,000.

Mr. Scavongelli made a motion that the Affordable Housing Trust grant to the Housing Authority \$50,000, in funds allocated in CPC Grant 2014-1 to be used for group homes infrastructure. Mr. Gorecki seconded the motion. All aye, the motion passed.

Mr. Brown made the motion that the Affordable Housing Trust grant to the Housing Authority funds allocated in CPC Grant 2014-1, \$500 for procurement costs, \$10,000 for legal costs, \$2,000 for technical assistance costs, and \$2,500 for environmental permitting assistance (if necessary). Mr. Gorecki seconded the motion. All aye, the motion passed.

## **B. CAHT Trustee Opening**

Ms. Moroney introduced the two candidates, Karina Coombs and Basu Sakur and thanked them for their interest in volunteering to serve on the board. Letter of interest and resumes from both candidates were circulated to the board. Both candidates were allowed an opportunity to express their interest in this opportunity.

Ms. Coombs talked briefly about her experience as a *Carlisle Mosquito* reporter covering the CAHT, the Housing Authority and other Town boards and how this had deepened her interest in affordable housing. She also talked about her perspective as a Carlisle renter, and as a prospective homebuyer, and this had given her a unique perspective on the topic. Mr. Gorecki asked if Ms. Coombs was for or against affordable housing. She said that she was for affordable housing and that she felt the Town needed a range of housing options. She also expressed interest in the Town's Housing Production Plan.

Mr. Sakur, talked about his interest in the CAHT being personal, and that as a senior, he wanted to move from a larger home to a smaller home. He felt that his professional experience as an engineer, particularly with Information Technology, as well as his volunteer experience on the Town's Energy Task Force would have well-prepared him to serve on the board.

Mr. Scavongelli thanked Mr. Sakur for his service to the Town and his interest applying for the position. Mr. Scavongelli's hope was that Mr. Sakur would continue to be involved in affordable housing, whether or not he was selected. Mr. Gorecki said that Ms. Coomb's Sociology background would be a wonderful asset to the CAHT, in setting policy decisions for affordable housing. Ms. Moroney entertained a motion from the board. Mr. Stevenson made a motion to make a recommendation to the Board of Selectmen to appoint Karina Coombs to the Carlisle Affordable Housing Trust. Mr. Gorecki seconded the motion. All aye, the motion passed.

#### **4. New Business**

- A. **Long Term Capital Plan.** Discussion consensus was that there was not a Capital Improvement Plan to submit to the Long Term Capital Committee for this year.
- B. 2010 Town of Carlisle **Housing Production Plan Update.** Discussion consensus was that in order to receive "safe harbor" in meeting yearly Housing Production goals, the 2010 Housing Production Plan would need to be revised for necessary approvals by early November 2015. Mr. Lehotsky shared that in the past there had been HPP two volunteers from each of the Board of Selectmen, Planning Board and Housing Authority.

**5. Next meeting date:** Tuesday, December 16, 2014

**6. Meeting Adjourned to Executive Session.**

Respectfully submitted by Elizabeth DeMille Barnett, Housing Coordinator